



Leach Library **Program Policy**

Programming is an extension of the services provided by the library for the purpose of promoting library materials, facilities, or services, as well as offering the community an informational, entertaining, or cultural experience. Programming includes but is not limited to story and craft times, film screenings, summer reading program events and activities, guest speakers or performers, author presentations, and book discussion groups.

Library programs are sponsored or co-sponsored by the Leach Library and offered on library or Town property, at other designated locations, or presented virtually. Consistent with the library's mission, the Leach Library will strive to provide programs and experiences to Londonderry residents of all ages to help meet their personal, educational, and recreational needs.

Responsibility for library program development is vested in the Library Director and such members of the staff whose job descriptions include program responsibilities. Library programs may utilize volunteers and may be developed cooperatively with Friends groups, governmental units, community organizations, and individuals.

Library programming will be developed in consideration of the principles set forth in the American Library Association's Library Bill of Rights¹ and the Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights² with a focus on accessibility, inclusiveness, enrichment, and meeting the needs of the Londonderry community.

Library programming will be planned, vetted, and scheduled by the library staff with consideration to the following criteria:

- Community needs and interests
- Relation to library collections, resources, services, exhibits, and programs
- Connections to other community programs, exhibits, or events
- Historical or educational significance
- Treatment and selection of topic and content for the intended audience
- Presenter background/qualifications in content area
- Popular appeal
- Availability of program space
- Budget and staffing considerations

Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants. Performers and presenters will not be excluded from consideration because of their gender identification, race, ethnicity, religious beliefs, sexual orientation, socioeconomic status, physical ability, or age.

Most library programs are open to the public without charge. Library programs may require registration. Limits on the number of participants may be necessary due to facility, program, performer, or funding limitations, or other requirements pertaining to safety. Due to popular demand, some programs may be limited to Leach Library cardholders. Staff will make reasonable efforts to accommodate all who wish to attend a program. The programming schedule may change without notice.

All participants at library programs are expected to abide by the Leach Library Behavior Guidelines. All children under the age of 11 must be accompanied by an adult 18 or over.

The library may permit the sale of books written by speakers or other materials created by presenters in conjunction with the library-sponsored program. All plans to sell or distribute items must be arranged in advance and approved by the library staff responsible for the program. Program presenters are responsible for the handling of all sales.

Procedure for Reconsideration

If a patron adamantly objects to a particular library program, the following procedure will be followed:

The patron will fill out a Request for Reconsideration Form detailing objections to the program. The form will be referred to the Review Committee, which shall consist of the Library Director, two staff members responsible for programming, and a designated Trustee. The Library Director will acknowledge the receipt of the form within two weeks.

Within two weeks after acknowledgement of the reconsideration request and reviewing the program, the Review Committee will decide whether the program will remain on the schedule, will be relocated, or will be removed. The Library Director will notify the patron of said decision, in writing. A final appeal may be made by the complainant in writing to the Library Board of Trustees within seven days of the decision, and the Trustees will issue a decision within thirty days from the appeal date in writing. Until a final decision is made, the program will remain on the library's program schedule. The library will not convene a Review Committee relative to the same complaint for one year.

Leach Library, Londonderry, NH
Adopted by the Board of Trustees on 5/3/2023

¹ "Library Bill of Rights", American Library Association, June 30, 2006.
<http://www.ala.org/advocacy/intfreedom/librarybill>

² "Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights", American Library Association, July 26, 2006.
<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/programsdisplays>